



4/1/2025

**FIRE PENSION BOARD AGENDA
210 W. 6TH AVE, KENNEWICK CITY HALL
CASCADE CONFERENCE ROOM**

4:15 PM

- 1. CALL TO ORDER**
- 2. ATTENDANCE**
- 3. PUBLIC COMMENT**
- 4. APPROVAL OF MINUTES**
 - a. Approval of the Minutes January 7, 2025
- 5. TREASURER'S REPORT**
 - a. Treasurer's Reports December-February
- 6. NEW BUSINESS**
 - a. Annual Pension Increase
 - b. Election Results
- 7. UNFINISHED BUSINESS: NONE**
- 8. BOARD COMMENTS/DISCUSSION**
- 9. CONCLUSION**

NEXT MEETING DATE: JULY 1, 2025

**FIRE PENSION BOARD
MEETING MINUTES
January 7, 2025 – DRAFT**

1. **CALL TO ORDER:** City Clerk Krystal Townsend called the meeting to order at 4:16 p.m.
2. **ATTENDANCE:** In addition to City Clerk Krystal Townsend present were Finance Director Jessica Platt, Board Secretary Brandi Ralston, Tom Reich, and Gary Williams. Mayor Gretl Crawford arrived at 4:20 p.m.
3. **PUBLIC COMMENT: NONE**
4. **APPROVAL OF MINUTES:** The minutes of December 3, 2024, were unanimously approved as presented.
5. **TREASURER’S REPORT - OCTOBER:** Mrs. Platt delivered the Treasurer's report for November. **The Treasurer’s report was unanimously approved as presented without further discussion.**
6. **NEW BUSINESS: NONE**
7. **UNFINISHED BUSINESS: NONE**
8. **COMMENTS/DISCUSSION:** Mrs. Ralston noted that she conducted research regarding the annual increase & CPI. RCW 41.18.104 states “The local board shall determine the increase in the consumer price index between January 1st and December 31st of the previous year and increase in dollar amount the benefits payable subsequent to July 1st of the year in which said board makes such determination by a dollar amount proportionate to the increase in the consumer price index: PROVIDED, That regardless of the change in the consumer price index, such increase shall be at least two percent each year such adjustment is made.”... "Consumer price index" shall mean, for any calendar year, the consumer price index for the Seattle, Washington area as compiled by the bureau of labor statistics of the United States department of labor”. With this information provided Mrs. Ralston noted that the standing meeting schedule will be adequate and a special meeting will not be needed to vote for the annual increase for Fire Pension members.

Mrs. Townsend noted that she had been informed that Mr. Williams will not be seeking reelection of his board position for the next term. Mr. Williams confirmed he will not be seeking reelection. Mrs. Townsend noted that nomination forms for the Fire Pension board member position will be sent out soon. The Board thanked Mr. Williams for his longstanding service to the board.
9. **ADJOURNMENT:** Mayor Crawford concluded the meeting at 4:28 p.m.

DRAFT

Brandi Ralston, CPRO
Deputy City Clerk

CITY OF KENNEWICK
FIRE PENSION FUND

Preliminary Financial Statements

December 31, 2024

| |
|--------------------------|
| CITY OF KENNEWICK |
|--------------------------|

Fire Pension Fund

Balance Sheet
December 31, 2024

| | Current Year | Prior Year |
|-------------------------------------|--------------|--------------|
| <u>Assets</u> | | |
| Equity in Pooled Cash & Investments | \$ 1,282,184 | \$ 1,105,452 |
| Investments | - | 6,390 |
| Interest Receivable | - | 1,829 |
| | - | 1,829 |
| Total Assets | \$ 1,282,184 | \$ 1,113,671 |
| <u>Liabilities</u> | | |
| Accounts Payable | \$ - | \$ 7,285 |
| Total Liabilities | - | 7,285 |
| <u>Fund Balance</u> | | |
| Restricted Fund Balance | 1,282,184 | 1,106,386 |
| Total Fund Balance | 1,282,184 | 1,106,386 |
| Total Liabilities and Fund Balance | \$ 1,282,184 | \$ 1,113,671 |

CITY OF KENNEWICK

Fire Pension Fund

Income Statement
December 31, 2024

| | 2024 Budget | Current Month | Year To Date | Over (Under) Budget | Prior Year To Date |
|--------------------------------|---------------------|---------------------|---------------------|------------------------|-----------------------|
| <u>Revenues:</u> | | | | | |
| Real and Personal Property Tax | \$ 67,000 | \$ - | \$ 67,000 | \$ - | \$ 67,000 |
| Fire Insurance Premium Tax | 124,000 | - | 131,035 | 7,035 | 122,492 |
| Investment Interest | 27,000 | 4,089 | 52,168 | 25,168 | 43,300 |
| Total Revenues | 218,000 | 4,089 | 250,203 | 32,203 | 232,792 |
| <u>Expenditures:</u> | | | | | |
| Retirement Allowance | 146,000 | 5,554 | 70,619 | (75,381) | 123,043 |
| Actuarial Study | - | - | 3,700 | 3,700 | 12,750 |
| Office Supplies | 25 | - | 86 | 61 | - |
| Postage Expense | 125 | - | - | (125) | - |
| Travel and Training | 2,000 | - | - | (2,000) | - |
| Total Expenditures | 148,150 | 5,554 | 74,405 | (73,745) | 135,793 |
| Net Income (Loss) | 69,850 | (1,465) | 175,799 | 105,948 | 97,000 |
| Beginning Fund Balance | 1,106,385 | 1,283,649 | 1,106,385 | - | 1,009,386 |
| Ending Fund Balance | \$ 1,176,235 | \$ 1,282,184 | \$ 1,282,184 | \$ 105,948 | \$ 1,106,386 |

CITY OF KENNEWICK
OTHER POST EMPLOYMENT BENEFITS
TRUST FUND

Preliminary Financial Statements

December 31, 2024

CITY OF KENNEWICK

Other Post Employment Benefits Trust Fund

Balance Sheet
December 31, 2024

| | Current Year | Prior Year |
|-------------------------------------|---------------------|---------------------|
| <u>Assets</u> | | |
| Equity in Pooled Cash & Investments | \$ 5,560,119 | \$ 4,899,888 |
| Investments | - | \$ 6,390 |
| Interest Receivable | | 156 |
| | \$ 5,560,119 | \$ 4,906,433 |
| <u>Liabilities</u> | | |
| Accounts Payable | \$ 18,982 | \$ 4,683 |
| Total Liabilities | 18,982 | 4,683 |
| <u>Fund Balance</u> | | |
| Committed Fund Balance | 5,541,137 | 4,901,750 |
| Total Fund Balance | 5,541,137 | 4,901,750 |
| Total Liabilities and Fund Balance | \$ 5,560,119 | \$ 4,906,433 |

CITY OF KENNEWICK

Other Post Employment Benefits Trust Fund

Income Statement
December 31, 2024

| | 2024 Budget | Current Month | Year To Date | Over (Under) Budget | Prior Year To Date |
|---------------------------------|---------------------|---------------------|---------------------|------------------------|-----------------------|
| <u>Revenues:</u> | | | | | |
| Water and Sewer Utility Tax | \$ 786,900 | \$ 65,045 | \$ 803,385 | \$ 16,485 | \$ 737,360 |
| Investment Interest | 119,000 | 17,638 | 226,346 | 107,346 | 186,508 |
| Total Revenues | 905,900 | 82,683 | 1,029,731 | 123,831 | 923,867 |
| <u>Expenditures:</u> | | | | | |
| Medical Insurance | 381,000 | 27,428 | 298,154 | (82,846) | 306,961 |
| Medical and Prescriptions | 199,500 | 9,268 | 76,574 | (122,926) | 160,274 |
| Disability Board Secretary | 2,000 | - | - | (2,000) | 1,830 |
| Office Supplies | 50 | - | - | (50) | - |
| Postage Expense | 300 | 68 | 84 | (216) | 380 |
| Travel and Training | 2,000 | - | 2,851 | 851 | 4,571 |
| Contractual/Consulting Services | - | - | 3,700 | 3,700 | 19,775 |
| Copier Charges | 15 | 25 | 25 | 10 | - |
| Total Expenditures | 584,865 | 36,790 | 381,387 | (203,478) | 493,792 |
| Net Income (Loss) | 321,035 | 45,893 | 648,344 | 327,309 | 430,076 |
| Beginning Fund Balance | 4,892,793 | 5,495,243 | 4,892,793 | - | 4,471,674 |
| Ending Fund Balance | \$ 5,213,828 | \$ 5,541,137 | \$ 5,541,137 | \$ 327,309 | \$ 4,901,750 |

CITY OF KENNEWICK
FIRE PENSION FUND

Preliminary Financial Statements

January 31, 2025

| |
|--------------------------|
| CITY OF KENNEWICK |
|--------------------------|

Fire Pension Fund

Balance Sheet
January 31, 2025

| | Current Year | Prior Year |
|-------------------------------------|--------------|--------------|
| <u>Assets</u> | | |
| Equity in Pooled Cash & Investments | \$ 1,278,733 | \$ 1,095,193 |
| Investments | - | 6,390 |
| Interest Receivable | - | 174 |
| | - | 174 |
| Total Assets | \$ 1,278,733 | \$ 1,101,756 |
| <u>Liabilities</u> | | |
| Accounts Payable | \$ - | \$ - |
| Total Liabilities | - | - |
| <u>Fund Balance</u> | | |
| Restricted Fund Balance | 1,278,733 | 1,101,756 |
| Total Fund Balance | 1,278,733 | 1,101,756 |
| Total Liabilities and Fund Balance | \$ 1,278,733 | \$ 1,101,756 |

CITY OF KENNEWICK

Fire Pension Fund

Income Statement

January 31, 2025

| | 2025 Budget | Current Month | Year To Date | Over (Under) Budget | Prior Year To Date |
|--------------------------------|---------------------|---------------------|---------------------|------------------------|-----------------------|
| <u>Revenues:</u> | | | | | |
| Real and Personal Property Tax | \$ 67,000 | \$ - | \$ - | \$ (67,000) | \$ - |
| Fire Insurance Premium Tax | 125,000 | - | - | (125,000) | - |
| Investment Interest | 41,500 | 4,000 | 4,000 | (37,500) | 2,018 |
| Total Revenues | 233,500 | 4,000 | 4,000 | (229,500) | 2,018 |
| <u>Expenditures:</u> | | | | | |
| Retirement Allowance | 142,200 | 7,451 | 7,451 | (134,749) | 6,647 |
| Actuarial Study | 8,650 | - | - | (8,650) | - |
| Office Supplies | 50 | - | - | (50) | - |
| Postage Expense | - | - | - | - | - |
| Travel and Training | 2,000 | - | - | (2,000) | - |
| Total Expenditures | 152,900 | 7,451 | 7,451 | (145,449) | 6,647 |
| Net Income (Loss) | 80,600 | (3,451) | (3,451) | (84,051) | (4,630) |
| Beginning Fund Balance | 1,282,184 | 1,282,184 | 1,282,184 | - | 1,106,385 |
| Ending Fund Balance | \$ 1,362,784 | \$ 1,278,733 | \$ 1,278,733 | \$ (84,051) | \$ 1,101,756 |

CITY OF KENNEWICK
OTHER POST EMPLOYMENT BENEFITS
TRUST FUND

Preliminary Financial Statements

January 31, 2025

| |
|--------------------------|
| CITY OF KENNEWICK |
|--------------------------|

Other Post Employment Benefits Trust Fund

Balance Sheet
January 31, 2025

| | Current Year | Prior Year |
|-------------------------------------|---------------------|---------------------|
| <u>Assets</u> | | |
| Equity in Pooled Cash & Investments | \$ 5,598,675 | \$ 4,926,711 |
| Investments | - | \$ 6,390 |
| Interest Receivable | | 174 |
| | \$ 5,598,675 | \$ 4,933,274 |
| <u>Liabilities</u> | | |
| Accounts Payable | \$ 14,330 | \$ - |
| | 14,330 | - |
| <u>Fund Balance</u> | | |
| Committed Fund Balance | 5,584,346 | 4,933,274 |
| | 5,584,346 | 4,933,274 |
| | \$ 5,598,675 | \$ 4,933,274 |

CITY OF KENNEWICK

Other Post Employment Benefits Trust Fund

Income Statement

January 31, 2025

| | 2025 Budget | Current Month | Year To Date | Over (Under) Budget | Prior Year To Date |
|---------------------------------|---------------------|---------------------|---------------------|------------------------|-----------------------|
| <u>Revenues:</u> | | | | | |
| Water and Sewer Utility Tax | \$ 590,000 | \$ 54,064 | \$ 54,064 | \$ (535,936) | \$ 53,033 |
| Investment Interest | 163,500 | 18,000 | 18,000 | (145,500) | 2,018 |
| Total Revenues | 753,500 | 72,064 | 72,064 | (681,436) | 55,051 |
| <u>Expenditures:</u> | | | | | |
| Medical Insurance | 348,500 | 28,660 | 28,660 | (319,840) | 14,570 |
| Medical and Prescriptions | 205,000 | 196 | 196 | (204,804) | - |
| Disability Board Secretary | 2,000 | - | - | (2,000) | - |
| Office Supplies | 50 | - | - | (50) | - |
| Postage Expense | 300 | - | - | (300) | - |
| Travel and Training | 2,000 | - | - | (2,000) | - |
| Contractual/Consulting Services | 12,500 | - | - | (12,500) | - |
| Copier Charges | 18 | - | - | (18) | - |
| Total Expenditures | 570,368 | 28,856 | 28,856 | (541,512) | 14,570 |
| Net Income (Loss) | 183,133 | 43,209 | 43,209 | (139,924) | 40,481 |
| Beginning Fund Balance | 5,541,137 | 5,541,137 | 5,541,137 | - | 4,892,793 |
| Ending Fund Balance | \$ 5,724,270 | \$ 5,584,346 | \$ 5,584,346 | \$ (139,924) | \$ 4,933,274 |

CITY OF KENNEWICK
FIRE PENSION FUND

Preliminary Financial Statements

February 28, 2025

| |
|--------------------------|
| CITY OF KENNEWICK |
|--------------------------|

Fire Pension Fund

Balance Sheet
February 28, 2025

| | Current Year | Prior Year |
|-------------------------------------|--------------|--------------|
| <u>Assets</u> | | |
| Equity in Pooled Cash & Investments | \$ 1,262,169 | \$ 1,097,143 |
| Investments | - | - |
| Interest Receivable | - | - |
| | - | - |
| Total Assets | \$ 1,262,169 | \$ 1,097,143 |
| <u>Liabilities</u> | | |
| Accounts Payable | \$ - | \$ - |
| Total Liabilities | - | - |
| <u>Fund Balance</u> | | |
| Restricted Fund Balance | 1,262,169 | 1,097,143 |
| Total Fund Balance | 1,262,169 | 1,097,143 |
| Total Liabilities and Fund Balance | \$ 1,262,169 | \$ 1,097,143 |

CITY OF KENNEWICK

Fire Pension Fund

Income Statement

February 28, 2025

| | 2025 Budget | Current Month | Year To Date | Over (Under) Budget | Prior Year To Date |
|--------------------------------|---------------------|---------------------|---------------------|------------------------|-----------------------|
| <u>Revenues:</u> | | | | | |
| Real and Personal Property Tax | \$ 67,000 | \$ - | \$ - | \$ (67,000) | \$ - |
| Fire Insurance Premium Tax | 125,000 | - | - | (125,000) | - |
| Investment Interest | 41,500 | 4,000 | 8,000 | (33,500) | 4,052 |
| Total Revenues | 233,500 | 4,000 | 8,000 | (225,500) | 4,052 |
| <u>Expenditures:</u> | | | | | |
| Retirement Allowance | 142,200 | 20,564 | 28,015 | (114,185) | 13,294 |
| Actuarial Study | 8,650 | - | - | (8,650) | - |
| Office Supplies | 50 | - | - | (50) | - |
| Postage Expense | - | - | - | - | - |
| Travel and Training | 2,000 | - | - | (2,000) | - |
| Total Expenditures | 152,900 | 20,564 | 28,015 | (124,885) | 13,294 |
| Net Income (Loss) | 80,600 | (16,564) | (20,015) | (100,615) | (9,243) |
| Beginning Fund Balance | 1,282,184 | 1,278,733 | 1,282,184 | - | 1,106,385 |
| Ending Fund Balance | \$ 1,362,784 | \$ 1,262,169 | \$ 1,262,169 | \$ (100,615) | \$ 1,097,143 |

CITY OF KENNEWICK
OTHER POST EMPLOYMENT BENEFITS
TRUST FUND

Preliminary Financial Statements

February 28, 2025

CITY OF KENNEWICK

Other Post Employment Benefits Trust Fund

Balance Sheet
February 28, 2025

| | Current Year | Prior Year |
|---|---------------------|---------------------|
| <u>Assets</u> | | |
| Equity in Pooled Cash & Investments | \$ 5,631,792 | \$ 4,971,728 |
| Investments | - | - |
| Interest Receivable | - | - |
| | \$ 5,631,792 | \$ 4,971,728 |
| Total Assets | \$ 5,631,792 | \$ 4,971,728 |
| <u>Liabilities</u> | | |
| Accounts Payable | \$ 14,330 | \$ 13,098 |
| Total Liabilities | 14,330 | 13,098 |
| <u>Fund Balance</u> | | |
| Committed Fund Balance | 5,617,462 | 4,958,630 |
| Total Fund Balance | 5,617,462 | 4,958,630 |
| Total Liabilities and Fund Balance | \$ 5,631,792 | \$ 4,971,728 |

CITY OF KENNEWICK

Other Post Employment Benefits Trust Fund

Income Statement

February 28, 2025

| | 2025 Budget | Current Month | Year To Date | Over (Under) Budget | Prior Year To Date |
|---------------------------------|---------------------|---------------------|---------------------|------------------------|-----------------------|
| <u>Revenues:</u> | | | | | |
| Water and Sewer Utility Tax | \$ 590,000 | \$ 65,150 | \$ 119,215 | \$ (470,785) | \$ 103,033 |
| Investment Interest | 163,500 | 18,000 | 36,000 | (127,500) | 4,052 |
| Total Revenues | 753,500 | 83,150 | 155,215 | (598,285) | 107,085 |
| <u>Expenditures:</u> | | | | | |
| Medical Insurance | 348,500 | 28,660 | 57,319 | (291,181) | 34,953 |
| Medical and Prescriptions | 205,000 | 21,374 | 21,570 | (183,430) | 6,295 |
| Disability Board Secretary | 2,000 | - | - | (2,000) | - |
| Office Supplies | 50 | - | - | (50) | - |
| Postage Expense | 300 | - | - | (300) | - |
| Travel and Training | 2,000 | - | - | (2,000) | - |
| Contractual/Consulting Services | 12,500 | - | - | (12,500) | - |
| Copier Charges | 18 | - | - | (18) | - |
| Total Expenditures | 570,368 | 50,034 | 78,890 | (491,478) | 41,248 |
| Net Income (Loss) | 183,133 | 33,116 | 76,325 | (106,807) | 65,837 |
| Beginning Fund Balance | 5,541,137 | 5,584,346 | 5,541,137 | - | 4,892,793 |
| Ending Fund Balance | \$ 5,724,270 | \$ 5,617,462 | \$ 5,617,462 | \$ (106,807) | \$ 4,958,630 |




Leading the Way

March 25, 2025

MEMORANDUM

TO: Firemen's Pension Board

FROM: Jessica Platt, Finance Director 

SUBJECT: **ANNUAL PENSION INCREASE**

According to RCW 41.18.104, widows of firefighters who retired from a service-connected disability under the old Firemen's Pension Act (pre-LEOFF) are entitled to a pension adjustment on July 1st each year.

The adjustment is indexed to the increase in the Seattle consumer price index between January 1st and December 31st of the previous year. The annual consumer price index (CPI-W) for the Seattle, Washington area in 2024 was 3.6%. Formal approval by the local firemen's pension board is required prior to implementation of the new pension rates.

There are two widows receiving benefits under this provision: Paula Purdy, and Nancy Eckert. The rate increases effective July 1, 2025, are as follows:

| | |
|-------------------------|--------------|
| Purdy, Present Pension | \$1,159.80 |
| Increase @ 3.6% | <u>41.75</u> |
| Adjusted Pension | \$1,201.55 |
| | |
| Eckert, Present Pension | \$1,816.62 |
| Increase @ 3.6% | <u>65.40</u> |
| Adjusted Pension | \$1,882.02 |



City Clerk's Office

KRYSTAL JOHNSTON, City Clerk
BRANDI RALSTON, Deputy City Clerk/Public Records Officer

March 25, 2025

Dennis "Dennie" Waters

Sent Via Email: d.waters@charter.net

RE: Kennewick Fire Pension Board Election Results

Dear Dennie:

The Fire Pension Board election ballots have been tallied and I'm pleased to be the first to congratulate you on your election to the Kennewick Fire Pension Board! Your new term starts April 1, 2025 and ends March 31, 2027. Of the 50 ballots cast, 39 were in your favor. Three ballots were rejected for failing to use the secrecy envelope, seven were cast in favor of Chuck Spencer and one was cast for a write-in candidate Eric Wakefield.

The next Fire Pension Board meeting is 4:15 p.m. on April 1 in the Cascade Room at City Hall (210 W 6th Avenue). You'll receive packet information directly from our CivicPlus meeting portal. A hard copy of the packet will be distributed at the meeting.

Working alongside Tom Reich, you are now tasked with selecting an alternate. The current alternate is Chad Blashill. Kindly inform me of your choice by April 30, 2024. Once the alternate is confirmed, we will circulate an updated roster.

Recent Fire Pension board meeting materials are available on our [meetings portal](#). Simply navigate to the meeting you're interested in and the agendas, packets and minutes are attached. If you need help, please reach out to me or to Brandi Ralston, Fire Pension Board Secretary.

Thank you for generously dedicating your time and skills to support and safeguard our esteemed retired firefighters.

Warmly,

Krystal Johnston

Krystal Johnston, CMC, CPRO
City Clerk

cc: Fire Pension Board Packet April 1, 2025



City Clerk's Office

KRYSTAL JOHNSTON, City Clerk
BRANDI RALSTON, Deputy City Clerk/Public Records Officer

March 25, 2025

Charles Spencer

Sent Via Email: ckspencer1@spectrum.net

RE: Kennewick Fire Pension Board Election Results

Dear Charles:

Thank you for your willingness to serve on the Kennewick Fire Pension Board. Of the 50 ballots cast, seven were in your favor. Three ballots were rejected for failing to use the secrecy envelope, 39 were cast in favor of Dennis Waters and one was cast for a write-in candidate Eric Wakefield.

Although the election did not end in your favor, please know you're welcome to attend any meeting of the fire pension board. The board meets quarterly at 4:15 in the Cascade Conference room. Agendas, packets and minutes are available on our [meetings portal](#).

If you need help, please reach out to me or to Brandi Ralston, Fire Pension Board Secretary.

Thank you for your willingness to support and safeguard our esteemed retired firefighters.

Warmly,

Krystal Johnston

Krystal Johnston, CMC, CPRO
City Clerk

cc: Fire Pension Board Packet April 1, 2025

MAIL

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Kennewick, WA 99336

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CALL

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Krystal.Johnston@ci.kennewick.wa.us
ClerkInfo@ci.kennewick.wa.us

WEB

Go2Kennewick.com